



Mutual Societies Annual Return Form (AR30)

For societies registered under the Co-operative and Community Benefit Societies Act 2014

Society name: DULWICH HAMLET FOOTBALL COMMUNITY
MUTUAL LIMITED

Important information you should read before completing this form

You must use this form if you are a:

- registered society (previously referred to as an 'industrial and provident society')
- co-operative society
- community benefit society

registered under the Co-operative and Community Benefit Societies Act 2014.

You must submit this form and the society's accounts within 7 months of the end of your financial year. Failure to submit is an offence for which the society may be prosecuted.

Please note:

- we have an information note that may assist you in completing this application
- any personal details you give on the form will be placed on the society's public file.
- it is important you give accurate and complete information and disclose all relevant information. If you do not, it may take us longer to process your annual return.

Please keep a copy of the form and supporting documents for future reference.

Terms in this form

'FCA', 'PRA', 'us' and 'we' refer to the Financial Conduct Authority or Prudential Regulation Authority.

'You' refers to the person signing the form on behalf of the society.

'The 2014 Act' is the Co-operative and Community Benefit Societies Act 2014



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For societies registered under the Co-operative and Community Benefit Societies Act 2014

Filling in the form

1 If you are using your computer to complete the form:

- use the TAB key to move from question to question and press SHIFT TAB to move back to the previous question; and
- print the completed form and arrange for it to be signed by all relevant individuals.

2 If you are filling in the form by hand:

- use black ink;
- write clearly; and
- arrange for it to be signed and dated by all relevant individuals.

3 If you make a mistake, cross it out and initial the changes; do not use correction fluid.

4 If you:

- leave a question blank;
- do not get the form signed; or
- do not attach the required supporting information

without telling us why, we will treat the application as incomplete. This will increase the time taken to assess your application.

5 If there is not enough space on the form, you may use separate sheets of paper. Clearly mark each separate sheet of paper with the relevant question number. Any separate sheets should be signed by the signatories to the form.

6 Email a scanned copy of the signed form and supporting documents to

mutualsannrtns@fca.org.uk

or send it by post to:

Mutuals Team
Financial Conduct Authority
25 The North Colonnade
Canary Wharf
LONDON
E14 5HS

7. Please make sure you include:

- this form
- a set of printed accounts – signed by two members and the secretary (3 signatures in total)
- an audit report or accountant's report where required; and
- any supporting documents.

1

Details of society

1.1 Details of the society

Register number	29531 R
Registered office address	18A CREBOR STREET LONDON
Postcode	SE22 0HF

1.2 Year end date (dd/mm/yyyy)

See Note 1.2

3	1	/	1	2	/	2	0	1	6
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Committee of management

If you are a club you do not need to give a year of birth in questions 1.3-1.6.

The names of the members of the Committee at the date on which the return is signed should be entered below in BLOCK CAPITALS.

1.3 Details of Chairman

Name	ALEX CRANE
Address	20 OAKSFORD AVENUE LONDON
Postcode	SE26 6AR
Year of birth	yyyy 06.11.1982
Business occupation and other directorships	ARCHITECT

1.4 Details of Treasurer

Name	ISAAC PARNELL
Address	3 HONOR OAK MANSIONS UNDERHILL ROAD, LONDON
Postcode	SE22 0QP
Year of birth	yyyy 1987
Business occupation and other directorships	CHARTERED ACCOUNTANT. -HONOR OAK MANSIONS RTM LTD.

1.5 Details of Secretary

Name	DARREN MCCREERY
Address	18A CREBOR STREET LONDON
Postcode	SE22 0HF
Year of birth	yyyy 1977
Business occupation and other directorships	CIVIL SERVANT

1.6 Details of Members of the Committee

Name	Address	Year of birth	Business occupation and other directorships
ALEX ATTACK	5 COANFLOWER TERRACE, LONDON SE22 0HH	yyyy 1987	UNIVERSITY LECTURER
MEL HUGHES	4 THE QUADRANGLE HERNE HILL LONDON SE24 9QR	yyyy 1973	TRIMMING PRODUCT DEVELOPER
ALEX DE SONGH	20 BEAUVAC RD LONDON SE22 8UQ	yyyy 1977	SOLICITOR
DAVID ROGERS	83 CHRISTCHURCH RD TULSE HILL SW2 3DHT	yyyy	WEB DEVELOPER
MARK SCOTCH	155 HASSETT RD HOMERTON E9 5SH	yyyy 1971	HOUSING ADVISOR
PETER WRIGHT	FLAT 4, 145 DENMARK ROAD LONDON SE5 9LW	yyyy 1984	SCIENTIST

Please use separate sheets of paper if you need more space, following the instructions provided in section 5 above.

Please indicate how many separate sheets of paper you have used

1

Please continue, answering all questions.

PETER CAMPBELL

164 GEORGE LANE
LONDON
SE13 6JF

1960

COMMERCIAL
MANAGER

DOMINIC SMITH

4 VICTORIA CLOSE
LONDON
SE22 0BF

1978

RESEARCHER

NICK PITTAWAY

21A STOCKWELL GREEN
LONDON
SW9 9HZ

1985

CREDIT
UNDERWRITER

DUNCAN CHAPMAN

30 CHESTERFIELD
GROVE
LONDON
SE22 8RW

1966

NO ACTIVE BUSINESS
OCCUPATION
(FORMER PARLIAMENTARY
OFFICE MANAGER)

1.7 Are any members of the society's committee disqualified as directors under the Company Director Disqualification Act 1986?

- ☒ No
☐ Yes

1.8 Does the society carry out any activity which is regulated under the Financial Services and Markets Act 2000? (e.g. accepting deposits in a form other than withdrawable shares; offering insurance products; undertaking residential mortgage business). If 'yes' please state the society's Financial Services Register firm reference number

- ☒ No
☐ Yes

Financial Services Register firm reference number

1.9 Is the society a subsidiary of another society?

- ☒ No
☐ Yes

1.10 Does the society have one or more subsidiaries?

- ☒ No
☐ Yes

1.11 Is the society currently accepted by the HM Revenue and Customs as a charity for tax purposes?

- ☒ No
☐ Yes

Please confirm you have attached a copy of the letter from HM Revenue and Customs confirming charitable tax status:

- ☐ Yes

1.12 Is this society a charity registered with the Office of the Scottish Charity Regulator (OSCR)?

- ☒ No
☐ Yes ▶ provide your Scottish Charity number below

1.13 Is the society registered with one of the following (please tick)?

- ☐ Homes and Communities Agency
☐ The Welsh Ministers
☐ Scottish Housing Regulator

If so, please provide your register number

All societies must answer the following questions:

- if a **bona fide co-operative society** go to question 1.14
- if **existing for the benefit of the community** go to question 1.19

Bona fide co-operative society

1.14 How did members benefit from the business, industry or trade of the society during the year?

1.15 Is membership of the society required to obtain the benefits offered by it?

☐ Yes

☐ No

1.16 In what way did members participate in an ongoing basis in the society's primary business during the year?

1.17 How did members democratically control the society?

1.18 How did the society use any surplus/profit?

If the society distributed the surplus/profit to members please explain how this was done.

Please use separate sheets of paper if you need more space (see section 5 above)

Please indicate how many separate sheets of paper you have used.

Continue to 2.1

Community benefit society**1.19 Who are the community the society benefited?**

THE COMMUNITY THAT BENEFIT FROM THE SOCIETY ARE THOSE WHO SUPPORT DULWICH HAMLET FOOTBALL CLUB OR SUPPORT ITS FACILITIES OR BENEFIT LOCALLY FROM ITS CONTINUED EXISTENCE.

1.20 How did the society benefit that community during the year?

THE COMMUNITY BENEFITED FROM A GROWING AND SUCCESSFUL CLUB WHICH HAS STRONG LINKS WITH THE LOCAL COMMUNITY IN EAST DULWICH AND MORGENTHAU. WE SUPPORTED LOCAL ACTIVITIES AND FAIRS AND ORGANISED FREE ADMISSION TO GAMES FOR CERTAIN GROUPS SUCH AS SCHOOLS.

1.21 How did the society use any surplus/profit?

THE SOCIETY DID NOT DISTRIBUTE ANY SURPLUS OR PROFIT BUT USED IT TO FUND ITS ACTIVITIES OR RETAINED IT FOR ITS FUTURE ASPIRATION OF DUE TO BECOME A SUPPORTER OWNED FOOTBALL CLUB

Please use separate sheets of paper if you need more space (see section 5 above).

Please indicate how many separate sheets of paper you have used.

Continue to 2.1

2 Statistics

Account details

2.1 You must enter the figures below

See notes for help on items E-T. Enter NIL where applicable

A	Members at beginning of year	284
B	Members ceased during year	21
C	Members admitted during year	-
D	Members at end of year	263
E	Turnover for year	£42,724
F	Total of income and expenditure (receipts and payments added together)	£27,757
G	Net surplus/(deficit) for year	£12,941
H	Fixed assets	£3,370
I	Current assets	£72,884
J	Total assets (equal to amount in row O, below)	£76,254
K	Current liabilities	£44,121
L	Share capital	£263
M	Long-term liabilities	-
N	Reserves	£31,870
O	Total liabilities, share capital & reserves (K+L+M+N) (equal to amount in J above)	£76,254
All societies (excluding clubs) must complete boxes P-T		
P	Investments in other registered societies	-
Q	Loans from members	-
R	Loans from Employees' Superannuation Schemes	-
S	Dividends on sales	-
T	Share interest	-

2.2 Names of subsidiaries as defined in sections 100 and 101 of the Co-operative and Community Benefit Societies Act 2014

N/A

2.3 Names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions (as approved by the FCA)

The society must have written authority from us to exclude a subsidiary from group accounts

N/A

3

The audit

3.1 Type of audit used for the attached accounts.

If the society has used a full professional audit or an accountant's report then the report must be prepared by a registered auditor.

- ☐ Full professional audit ▶ Continue to section 4
- ☐ Accountant's report ▶ Complete questions 3.2 and 3.3
- ☐ Lay audit ▶ Complete questions 3.2 and 3.3
- ☒ Unaudited ▶ Complete questions 3.2 and 3.3

3.2 Do the society's registered rules allow the society not to undertake a full professional audit?

- ☐ No
- ☒ Yes

3.3 Has the membership passed at a general meeting a resolution allowing the society not to undertake a full professional audit for the year of account in question? (In accordance with section 84 of the Co-operative and Community Benefit Societies Act 2014)

- ☐ No
- ☒ Yes

4

Accounts and signature

Accounts

- 4.1 Date on which the accounts and balance sheet will be/were laid before the AGM (dd/mm/yyyy)

29 / 06 / 2017

- 4.2 Has your society produced accounts to the minimum standard required?


☒ Yes ▶ you must confirm that you have attached the accounts and the audit/accountant's report bearing the original signatures of the auditor (if required by law), the secretary and the two committee members. ☒ Attached

☐ No ▶ you must produce accounts to the minimum standard required, see notes for details.

Signature – all societies to complete

- 4.3 The Secretary of the society must sign and date below

I certify that the information in this form is correct to the best of my knowledge and belief.

Name	DARREN McCREECH
Signature	
Phone number	07759 243 469
Email	DHSTSEC@GMAIL.COM
Date	dd/mm/yy 31/07/2017

**DULWICH HAMLET FOOTBALL COMMUNITY
MUTUAL LIMITED**

18A Crebor Street, London, SE22 0HF

**ACCOUNTS FOR THE YEAR ENDED
31 DECEMBER 2016**

**DULWICH HAMLET FOOTBALL COMMUNITY MUTUAL LIMITED
DIRECTORS REPORT
FOR THE YEAR ENDED 31 DECEMBER 2016**

The directors present their report together with the audited financial statements for the year ended 31 December 2016.

Principal activities

Dulwich Hamlet Football Community Mutual Limited is a Football Mutual formed under the model proposed by Supporters Direct, a Government funded organisation promoting Supporters involvement in their clubs. It is a not-for-personal profit organisation. The company is known as Dulwich Hamlet Supporters' Trust. Income is derived from members' donation and other fund raising activities.

Results and dividends

The directors consider the state of the company's affairs to be satisfactory.

The directors do not recommend a dividend.

Directors

The directors who served during the year were:

Continuing directors

Alex Crane	Chairman from February 2017
Alex Attack	Elected July 2016
Isaac Parnell	Treasurer
Duncan Hart	Chairman July 2015 – February 2017
Mel Hughes	
Andy Greig	
Matt Purser	
Alex de Jongh	Elected July 2016
David Rogers	
Walter Johnson	Elected July 2016
Mark Scoltock	Elected July 2016
Peter Wright	Elected July 2016

Company Secretary

Darren McCreery Secretary from July 2016

Resigned/end of term

Mark Pantou
James Masini
Fiona Scurlock
Mish Morath
Jack Spearman

All directors have a beneficial interest through their ownership of 1 £1 Ordinary Share in the Company.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Friendly and Industrial and Provident Society law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the society and or the surplus or deficit of the society for that period. In preparing those financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the society and to enable them to ensure that the financial statements comply with the Friendly and Industrial and Provident Societies Act 1968. They are also responsible for safeguarding the assets of the society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities."

This report was approved by the board on 29 June 2017 and signed on its behalf.



Darren McCreery
Secretary

DULWICH HAMLET FOOTBALL COMMUNITY MUTUAL LIMITED
Income and Expenditure Account for the year ended 31 December 2016

	Note	2016 £	2016 £	2016 £	2015 £	2015 £	2015 £
SUBSCRIPTIONS & DONATIONS							
Members subscriptions			1,939			769	
Donations			392			1,276	
				2,331			2,045
FOOTBALL "SHOP"							
Shirt & miscellaneous sales		36,748			30,763		
Less cost of sales							
Purchases		12,980			14,563		
Distribution costs		737		23,031	575		15,625
LOTTERY							
Lottery "sales"		3,090			3,359		
Lottery "prizes"		1,250		1,840	1,344		2,015
OTHER INCOME	1						
Other Income		537			619		
Interest Received		18		555	34		653
TOTAL INCOME	2			27,757			20,388
EXPENDITURE							
FOOTBALL RELATED							
Marketing & advertising - DHFC		137			503		
Commission to DHFC		9,325			5,175		
Gifts / awards / donations		156			1,149		
Provision for investment in Dulwich Hamlet Football Club		1,840	11,458		2,023	8,850	
ADMINISTRATION							
Depreciation		773			147		
Marketing & advertising - DHST		1,211			359		
Postage & stationery & IT		517			502		
Audit fees		-			-		
Supporters direct fee		200			200		
FCA fee		120			60		
General admin expenses		537			357		
Bank charges		-	3,358		-	1,625	
TOTAL EXPENSES				14,816			10,475
SURPLUS OF INCOME OVER EXPENDITURE				12,941			9,863

The notes on pages 6 to 7 form part of the financial statements.

DULWICH HAMLET FOOTBALL COMMUNITY MUTUAL LIMITED
Balance Sheet as at 31 December 2016

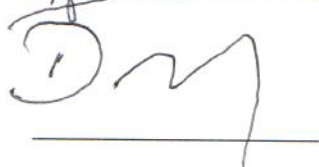
	Notes	2016 £	2016 £	2015 £	2015 £
FIXED ASSETS					
Fixtures, fittings & equipment	5		3,280		2,154
Investment	6		90		90
CURRENT ASSETS					
Football merchandise stock	7	10,588		5,410	
Prepayments		-		109	
Bank account		62,296		47,892	
		<u>72,884</u>		<u>53,411</u>	
CURRENT LIABILITIES					
Creditors	8	<u>44,121</u>		<u>36,442</u>	
NET CURRENT ASSETS			<u>28,763</u>		<u>16,969</u>
NET ASSETS			<u>32,133</u>		<u>19,213</u>
CAPITAL AND RESERVES					
Share Capital	9		263		284
Profit for the year			12,941		9,863
Accumulated reserves brought forward			<u>18,929</u>		<u>9,066</u>
			<u>32,133</u>		<u>19,213</u>

The notes on pages 6 to 7 form part of the financial statements.

These financial statements were approved by the Board on 29 June 2017



Chairman



Secretary



Treasurer

DULWICH HAMLET FOOTBALL COMMUNITY MUTUAL LIMITED
Notes to the Accounts
For the year ended 31 December 2016

1 Accounting Policies

- a) The accounts are prepared under the historical cost convention.
- b) Fixtures, fittings and equipment are depreciated at a rate of 25% - 33% per annum on a straight line basis
- c) Depreciation is calculated to write down the cost of all fixed assets to their estimated residual values by equal annual instalments over the period of their estimated useful lives, which are considered to be three to four years.
- d) Grants and similar income are accounted for on an accrual basis. Other sources of income received on a less regular basis are credited to the income and expenditure account when received.
- e) Expenditure includes items, which have been paid as well as those costs incurred but not paid at the balance sheet date.

2 Income

Dulwich Hamlet Football Community Mutual Limited income consists mainly of member's subscriptions, donations and funding income plus self-generated income from competitions and other fund-raising activities.

3 Activities

Dulwich Hamlet Football Community Mutual Limited is a Football Mutual formed under the model proposed by Supporters Direct a Government funded organisation promoting Supporters involvement in their clubs. It is a not for profit organisation. The Company does operate an online shop, trading in t-shirts and football related merchandise which are also sold at the ground.

4 Deficit of Income over Expenditure

The surplus in 2016 and in 2015 is stated after charging;

	2016	2015
	£	£
Auditors Remuneration	-	-

5 Fixtures, Fittings & Equipment

	Fixtures, fittings and equipment
Cost or valuation:	
1st January 2016	2,695
Additions	1,899
31st December 2016	4,594
Depreciation	
1st January 2016	541
Charged in the year	773
31st December 2016	1,314
Carrying amount	
31st December 2016	3,280
1st January 2016	2,154

6 Investment

	2016	2015
	£	£
90 Shares of £1 each in Dulwich Hamlet Football Club Ltd	90	90

7 Stock

	2016	2015
	£	£
At lower of cost or net realisable value	10,588	5,410

8 Creditors

	2016	2015
	£	£
Due within one year:		
Provision for investment in Dulwich Hamlet Football Club	31,199	29,358
Accruals & Deferred Income	10,470	5,003
Trade Creditors	2,452	2,081
Total	44,121	36,442

9 Share Capital

	2016	2015
	£	£
Allotted and fully paid:		
Members share of £1 each	263	284

The share capital represents £1 fully paid for each of the 263 members as at 31 December 2016.

INDEPENDENT EXAMINER'S REPORT

To the Members of Dulwich Hamlet Community Mutual Limited on the accounts for the year ended 31 December 2016 set out on pages 1-8.

This report is made solely to the society's members, as a body. My examination work has been undertaken so that I might state to the society's members those matters I am required to state to them in an examiners' report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the society and the society's members as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of Society Board Members and the examiner

The Society Board Members consider that an audit is not required for this year as an appropriate resolution was approved by members at the last AGM and that an independent examination is therefore appropriate.

It is my responsibility: to:

- examine the accounts
- follow the procedures laid down in the General Directions given by Supporters Direct; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination was carried out in accordance with General Directions given by Supporters Direct. An examination includes a review of the accounting records kept by the Society and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Society Board Members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

a) which gives me reasonable cause to believe that, in any material respect, the Society Board Members have not met the requirements to ensure that:

- i) proper accounting records are kept
- ii) accounts are prepared which agree with the accounting records and comply with generally accepted accounting requirements; or

b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: PAUL BARNES

Address: 478 Cologne Road, Battersea, London, SW11 2AH

Date: 30/07/2017

Qualification: ACA